

BICENTENNIAL CAPITOL MALL STATE PARK PARK GROUNDS AND MAINTENANCE SPECIFICATIONS FOR LAWN AND LANDSCAPING

Contract Period

The State shall have no obligation for goods or services provided by the Contractor prior to the Effective Date. The acreage is estimated, and prospective bidders must determine actual acreage for bidding purposes.

Scope of Service

Contractor will furnish necessary materials, equipment, and labor to perform all work as specified in the following pages. The Contractor shall provide the services listed below:

Mowing

Contractor shall mow the grass every seven (7) days, or as weather permits to maintain an appropriate even height for the type of grass and season to ensure a well-manicured and healthy appearance. The Contractor will be expected to adjust the mowing schedule per the park manager due to special events scheduling.

Edging

All sidewalks and curbs to include ramps, ground level plazas, steps, curbs, and other hardscape areas, shall be edged with a line trimmer, after all mowing cuts. All sidewalks, curbs, plazas, steps and other hardscaped areas shall be blown clean of all grass cuttings, dirt, and debris at each visit.

Trimming

Grass around all street signs, lamp posts, fences, and any other obstructions shall be trimmed to maintain a well-manicured appearance.

Bed Maintenance

The Contractor shall provide maintenance of all plant beds continuously throughout the contract period, including all beds being kept free and clear of all weeds. This includes trimming of shrubbery, trees, and herbaceous plant materials. Application of herbicide sprays in designated areas will be allowed to provide clearance of weeds to present a well-maintained appearance.

Pruning

1. Pruning shall include removal of dead or diseased branches, lateral and/or crossing branches not consistent with standard form, or where general thinning is needed for good light penetration and air circulation.
2. Pruning and trimming of trees for suckers, water sprouts, and low hanging branches shall be performed during regular maintenance visits throughout the year. Low hanging branches impeding sidewalks and walking paths or blocking visibility of traffic signs shall be maintained to a height of seven feet during regular maintenance visits, and/or at the discretion of park designated personnel.
3. Flowering trees and shrubs shall not be pruned while in bloom or a times when pruning will inhibit blooming.
4. Pruning of ornamental shrubs, plants, and small trees shall be conducted no more than three (3) times per year to maintain a well-manicured appearance.
5. All perennials and ground cover must be cut back during the dormant season beginning in November.

Leaf Removal

Contractor shall remove leaves from site weekly (and sometimes twice weekly) during the fall and winter until trees have dropped all foliage. Special attention shall be made to ensure leaves are also removed during special events or as described by park designated personnel.

Leaves shall be removed from the property and discarded appropriately in an off-site landfill.

Clean-Up and Trash Removal

1. The Contractor shall ensure all sidewalks, curbs, driveways, plazas, and steps are blown free of clippings after each mowing.
2. The Contractor shall remove all debris associated with the lawn maintenance during each visit.

Personnel

The Contractor shall designate, hire, and dismiss the personnel necessary for the care, upkeep, and maintenance and servicing of specified property. The Contractor shall provide training for each employee that will include instruction in State Park rules, site and equipment operation and maintenance, local health department requirements, conduct and professional problem-solving techniques. The Contractor shall provide supervision of its employees and employees shall conduct themselves in a polite and acceptable manner when on site. Each employee, including supervisors, equipment operators, and general laborers, must be in uniform at all times.

SCOPE OF SERVICES FOR LAWN AND LANDSCAPING

The acreage is estimated at 19 acres. However, prospective bidders must determine actual acreage for bidding purposes.

MOWING/TRIMMING/EDGING/BLOWING

- All turf areas will be mowed and clippings removed or mulched. Grass will be cut at a height appropriate to species of grass throughout the year.
- Mower blades are sharpened on a weekly basis to provide a clean and efficient cut.
- All equipment that is to be used on job site must be safe and in good working order. Equipment used must have safety features and accessories, where applicable, as required by existing OSHA regulations and laws.
- Rotary type mowers will be equipped with skirt guards, which restrict foreign objects from being thrown from the cutting unit enclosure.
- The type of equipment, accessory, materials, supplies, and labor necessary for the efficient operation and completion of a mowing cycle in the designated time is to be provided by the contractor.
- Trimming of lawn areas not accessible by mowers will be trimmed with line trimmers at each service visit, or as needed, unless otherwise noted.
- Grass trimmed next to fixed objects, shall be trimmed at the same height of turf cut. Trimming is to be done so that turf areas are not scalped.
- All lawn clipping and debris will be blown from sidewalks, curbs, plazas, steps, and other hardscape areas after each service visit.
- Paper, trash, branches, and other debris will be collected and disposed prior to mowing.
- No more than 1/3 of the leaf blades will be removed per mowing.
- During periods of excessive rain and tall grass growth, the mowing frequency shall be altered to maintain well-manicured appearance.
- Mowing equipment and patterns (alternate directions each cutting, where possible) shall be employed to permit recycling of clippings where possible and present a neat appearance.

- Contractor will leave clippings on the lawn as long as no readily visible clumps remain on the grass surface. Otherwise, Contractor will distribute large clumps of clippings by mechanical blowing or other means.
- Leaves need to be blown, collected and removed from the park. Leaves do not need to be mulched and redistributed.

TURF MAINTENANCE

- All turf areas will be fertilized as outlined.
- Complete fertilizers shall be granular in composition and contain 30% to 50% of nitrogen in a slow-or controlled release form. The ratio of nitrogen to potash will approximate 1:1 or 2:1 for complete fertilizer formulations. (Examples 15-5-15, 16-4-8, 14-3-14 etc.) The exact composition of the fertilizer shall be determined based on good industry practice combined with soil testing.
- Fertilizer will be removed off walkways onto lawn areas.
- Turf grass areas shall be aerated twice a year, spring, and fall. This includes both Fescue and Bermuda grass areas.
- Herbicide program shall be instituted for removal of lawn weeds. Application of chemicals will be done under the direction of licensed personnel. Contractor will supply licensed personnel to provide this service. This will include a 5-Step turf application program (liquid based). Each application will be expected to contain fertilizer and weed control products for all the turf to promote a healthy green and weed free surface.
- Seeding will be required twice. Once for the early spring and once in the fall. Additional overseeding may be required due to wear from certain park events.
- Apply three applications of nutsedge control product to all turf areas during the summer months. (one application per month-June, July and August).
- All chemical applications is to be mixed in a concealed area (not out in the open) and applied very early in the morning to reduce contact or complaint from park visitors.

BED MAINTENANCE

- Beds will be kept free of weeds, debris, leaves, trash, etc.
- Beds will be raked when needed to maintain a clean appearance
- All mulched areas will be replenished twice a year (early Spring and Fall).
- Mulch should be maintained at a depth of not less than 2 inches and not more than 3 inches.
- Mulch shall not be placed against the trunks of the plants.
- Mulch application will be pine straw (needles).
- Trench edging of plant bed borders will be performed in conjunction with pine straw mulch application.
- Ground covers and ornamental grasses will be cut back to remove dead foliage during dormancy.

PLANT/SHRUB CARE & FERTILIZATION

- Plants will be pruned and trimmed throughout the year depending on the plant or shrub and the time of the year.
- Deadwood will be removed from property and disposed properly.
- Any plants that need to be cut to the ground will be done at the appropriate time
- Plants and shrubs will be fertilized with both granule and topical application two times per year, once in early spring and early fall.
- Trees and shrubs will be sprayed for insect and disease control if requested by designated park personnel at time of contract or may be added for an additional cost. Contractor will monitor for insect and disease issues.

Insurance and Licenses

The Contractor shall maintain General Liability Insurance from an insurance company to cover bodily injury and/or property damage directly due to the negligence of the Contractor, his agent, or employees.

The Contractor shall maintain Workmen's Compensation Insurance in accordance with State requirements.

The Contractor will be required to have a charter issued by the Tennessee Department of Agriculture. Contractor will be required to submit this permit number.

The Contractor shall maintain the following:

1. Business license
2. Pesticide License
3. Applicator's license
4. Auto Insurance license

Additional Services and Obligations

Owner agrees to promptly notify Contractor in writing of any dissatisfaction with the maintenance service to ensure that maintenance is performed as agreed.

Billing and Payment:

Contractor shall submit invoice(s) for services on the first day of each month for the preceding month of service. Bicentennial Capitol Mall State Park agrees to make payment within 30 days of receiving invoice from Contractor. Invoices are to be itemized for services performed. Itemized invoices allow the park to account for missed cycles due to events, irrigation repairs, weather, etc. and allows the park to track all services performed.

For processing of payment, please submit an itemized invoice once per month to:

Laurie Undis- Administrative Assistant
Bicentennial Capitol Mall State Park
600 James Robertson Parkway
Nashville, Tennessee 37243
Laurie.Undis@tn.gov

Park Contacts:

Scott Rodeffer-Maintenance Supervisor
615-741-5771
Laurie Undis-Administrative Assistant
615-741-5280
Jerry Wooten-Park Manager
931-209-3280

